

FIRST SET OF INFORMATION REQUESTS OF THE DEPARTMENT OF  
TELECOMMUNICATIONS AND ENERGY

Mill River Pipeline, L.L.C.  
DTE 04-26

**Instructions**

The following instructions apply to this set of Information Requests and all subsequent Information Requests issued by the Department of Telecommunications and Energy to Mill River Pipeline, L.L.C. ("Mill River") in this proceeding.

1. Each request should be answered in writing on a separate page of 3-hole punched paper with a recitation of the information request, a reference to the request number, the docket number of the case, the date of the response and the name of the person responsible for the response.
2. Please provide an original and five (5) copies of your responses.
3. Please do not wait for all responses to be completed before supplying them. Provide the responses as they are completed.
4. These requests shall be deemed continuing so as to require further supplemental responses if Mill River or its witness receives or generates additional information within the scope of these Requests between the time of the original response and the close of the record in this proceeding.
5. The term "provide complete and detailed documentation" means:  
  
Provide all data, assumptions, and calculations relied upon. Provide the source of, and basis for, all data and assumptions employed. Include all studies, reports, planning documents from which data, estimates, or assumptions were drawn, and support for how the data or assumptions were used in developing the projections or estimates. Provide and explain all supporting workpapers.
6. The term "document" is used in its broadest sense and includes, without limitation, writings, drawings, graphs, charts, photographs, phono-records, microfilm, microfiche, computer printouts, correspondence, handwritten notes, records or reports, bills, checks, articles from journals or other sources, and other data compilations from which

information can be obtained, and all copies of such documents that bear notations or other markings that differentiate such copies from the original.

7. For all maps, please include a north arrow, an accurate scale, a detailed legend, the source of the data, and the date the map was published, if applicable.
8. If any one of these requests is ambiguous, please notify the Hearing Officer so that the request may be clarified prior to the preparation of a written response.
9. Please serve a copy of the responses on Mary L. Cottrell, Secretary of the Department.